

Regulation No. 3220-10
Date Approved: September 2006
Date Amended: August 1, 2015 **Moved to 7220-30 1-Aug-2015**

3220-10 Buildings and Grounds Project Regulation

1. Each year the School District will budget funds for buildings and grounds maintenance, renovation and rejuvenation.
2. The School District will also expend funds received from the Ministry of Education for the purpose of facility renovation and rejuvenation.
3. Projects will be prioritized by taking into account:
 - Health & safety concerns;
 - Maintenance of roofing;
 - Maintenance of heating & ventilation systems;
 - Cost reduction initiatives, including energy savings;
 - Maintenance of exteriors;
 - Maintenance of classrooms; and
 - Any other requirements of the Capital Asset Management Framework.
4. The Secretary Treasurer is authorized to approve projects/purchases to a maximum of \$100,000.
5. The Superintendent is authorized to approve projects/purchases to a maximum of \$250,000.
6. Projects/purchases exceeding \$250,000 will be reviewed by the Finance & Building Committee prior to being submitted to the Board for approval.
7. The Director of Operations is responsible for ensuring that facilities are maintained in an efficient and effective manner.

REFERENCE:

Policy 3220 Buildings and Grounds Projects Policy

Regulation 7220-20 Tendering for Maintenance and Renovation Projects

Capital Asset Management Framework of the Ministry of Finance